



Strength Through Unity

Executive Board

Adopted Meeting Minutes

August 6, 2021, 9am

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| Greg Baxley, President- P | Elizabeth Lobo Treasurer -P |
| Heather Tucker, Vice President- P | Tom Patchell, COR Co-Chair/Grievance Officer-P |
| Tonya Leonard, Negotiator – A | Nancy Steinmaus, P.T. Faculty Committee Chair-P |
| Amy Kayser, Secretary/Communications Chair-P | Roland Finger, COR co-chair-P |

COVID protocols fall '21

- The District and CCFT are working on a document “Expectations of District Employees related to COVID-19”. This document was shared with the EB, Senate President and Vice President for feedback.
- The document is intended to make expectations clear. In the last year, there was conflicting information regarding COVID protocols. Faculty are expected to inform students of health and safety protocol of being on campus. CCFT aims to protect faculty from job action based on students not following COVID policies.
- Currently mask wearing is a requirement. Social distancing is not needed in the classroom. Since the COVID protocols are changing, they need to be listed elsewhere such as the website that is updated regularly.
- Overall, faculty are required to monitor, observe and report student compliance but not enforce. Administrators share in this responsibility as well. Reports should be made with repeated student violations.

Recommended Changes to Document

In the section, “Expectations of faculty with face to face assignments”, this is a recommended addition:

- Faculty encouraged to discuss incident with Division Chair before filing a conduct report

In the section “Progressive disciplinary procedure” these are recommended as additions:

- The Division Chair should be notified at the informal verbal warning stage.
- A due process step to be added before filed letter of reprimand. This could be a meeting between CCFT rep, employee, and Dean or Director.
- The option of skipping steps in the procedure for District will be altered. Issues of insubordination/dishonesty should be separated out.

CCFT is requesting that the Cuesta Website be updated with current COVID protocols as soon as possible and be regularly updated so that faculty and students are aware of expectations.

Budget

- Elizabeth to propose CCFT endowment scholarship because we have enough money this year.
- Plan to reduce dues to benefit all members while staying compliant with the CCFT guidelines. Discussed having 1-2 months where dues will not be collected this academic year.
- We may not want to apply for the staff formula funding grant as it has been reduced and because it requires work for the EB. Greg suggests doing it again this year and keep it as a discussion item for EB and CoR. We need more time to consider whether we want to continue.

Upcoming Items

1. CFT through AFT has \$5,000 match to set up student emergency fund.
2. State money is available to hire FT faculty, and the request is due August 15th. CBO group opposed it but it went through anyway. Money available is set by district. Greg to follow up.
3. College cancelling a lot of classes this semester due to reduced enrollment. Chairs facing pressure how to load people. There are no bumping rights except for FT faculty to make load.

Next meeting: TBA